

Contracts Manager

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Company: Randstad Construction and Property

Location: Reading

Category: construction-and-extraction

Randstad C&P are currently recruiting for a Contracts Manager to work alongside a market leading specialist contractor in their Southern Region! The role is looking for a proactive, self-starter with experience running various small scale projects concurrently. The role will involve working on the construction of artificial 4g playing surfaces and mixed use sports pitches, as well as associated civils and minor structural upgrades.

Responsibilities:

Managing all aspects of the construction process, from planning and scheduling to execution and delivery.

Negotiating and finalising contracts with vendors, suppliers, and subcontractors to ensure competitive pricing and timely delivery of materials and services.

Coordinating with project stakeholders, including architects, engineers, and clients, to ensure alignment with project objectives and requirements.

Monitoring project progress and performance, identifying and addressing any issues or delays proactively.

Maintaining accurate project documentation and records, including contracts, change orders, and compliance documentation. The ideal candidate will have:

Proven experience in a senior position in the construction industry, with a focus on sports infrastructure projects is essential.

Bachelor's degree in Construction Management, Engineering, or a related field or related qualification

Strong negotiation, communication, and problem-solving skills.

Ability to thrive in a fast-paced environment and manage multiple projects simultaneously.

Proficiency in project management software and Microsoft Office Suite.

A full clean Drivers licence and the openness to travel to various sites

If you're ready to embark on the next step in your career, or simply want to hear more, please contact Joe at Randstad Reading for more information.

Randstad CPE values diversity and promotes equality. No terminology in this advert is intended to discriminate against any of the protected characteristics that fall under the Equality Act 2010. We encourage and welcome applications from all sections of society and are more than happy to discuss reasonable adjustments and/or additional arrangements as required to support your application.

Candidates must be eligible to live and work in the UK.

For the purposes of the Conduct Regulations 2003, when advertising permanent vacancies we are acting as an Employment Agency, and when advertising temporary/contract vacancies we are acting as an Employment Business

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